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Fiscal Year 1990

U.S. Department of Labor
Office of the Secretary
Women's Bureau

December 1989

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Women's Bureau Workplan
Fiscal Year 1990

U.S. Department of Labor
Elizabeth Dole, Secretary

Women's Bureau
Debra R. Bowland, Acting Director

December 1989

The Voice of Working Women for 70 Years
1920 - 1990

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MESSAGE FROM THE ACTING DIRECTOR
DEBRA R. BOWLAND

In 1920, at the height of the industrial revolution and the Suffragist Movement in America, the Women's Bureau was created by Congress and given the mandate:

> "To formulate standards and policies which shall promote the welfare of wage-earning women, improve their working conditions, increase their efficiency, and advance their opportunities for profitable employment."

At that time women worked long hours, often in unsafe and unhealthy environments, and received low wages. Oppressive conditions prompted women's organizations to urge Congress to establish a Federal agency to investigate the realities of work life for women, document them and recommend changes.

In the early years most of the Bureau's efforts were concentrated on fact finding to document wages, hours and working conditions as evidence of a need for labor reform. After the Fair Labor Standards Act was passed in 1938 establishing the first Federal wage and hour laws, the Women's Bureau worked to extend coverage to additional workers.

During World War II, the Bureau played a significant role in helping the country meet the need for additional industrial workers while men served in the military. Women were encouraged to enter the labor force while the Bureau worked with industry leaders to develop training programs for these newcomers. The Bureau also encouraged the development of child care centers to provide adequate care for the children of those working mothers.

Throughout the 1950's and the 1960's, the Bureau addressed a widening array of issues ranging from career-oriented training and education to passage of the Equal Pay Act. The Women's Bureau was instrumental in the creation of the President's Commission on the Status of Women in 1961 and subsequently provided needed information, contacts, and technical assistance to the various task forces that studied and reported on the status of women throughout the United States.

During the 1970's women joined the work force in increasing numbers. The Bureau concentrated on broadening women's access to employment and training as well as careers and occupations of

their choice. Another emphasis was the recruitment of women to nontraditional jobs in the trades, professional specialties and the upper levels of corporate management, which frequently paid better wages and offered mobility and good fringe benefits.

In the 1980's the multiple-earner family became the norm. In addition there was a rapid increase in the number of families maintained by single adults, mainly women. New issues emerged around the limited amount of time available for family care needs. Improving women's earnings became more critical to maintaining the economic viability of families. Therefore, it became necessary to develop policies and practices to help make work and family needs compatible. Also, during this decade, women made tremendous strides as students and workers, expanding their presence in both familiar and unfamiliar situations. New barriers were addressed so that women would continue to improve their economic status.

Today, under the leadership of Secretary Elizabeth Dole, the Bureau has an ever expanding role in the representation of working women all across the country. One of the first actions taken by Elizabeth Dole as Secretary of Labor, was to issue a new Secretary's Order, "to reaffirm that all components of DOL have the responsibility to work cooperatively to ensure that their missions fully address the needs and concerns of women in the labor force."

The annual regulatory and legislative plan for the Bureau, as well as its programs, research and publications, reflect and support both DOL and Bureau priorities in four major areas: training, affirmative action, work and family, and safety and health.

New Horizons

The distinctiveness and diversity in the current labor force make the mission of the Women's Bureau more important than ever before in its history. Current research and field reports, for example, indicate that there is much to be done to "promote the economic welfare and well-being" of certain minority and immigrant women, and women with disabilities who often continue to be left out of the American dream because of low wages, inadequate training and job preparation, lack of benefits, no pension protection, and little or no career mobility.

There is also much to be done to "improve working conditions" for women in an era of computer based jobs, new work place chemicals and substances, continual reports of sexual harassment and certain forms of job redesign that appear to be associated with a dramatic increase in soft-tissue injuries.

The Women's Bureau mandate to "increase women's efficiency" is also more critical than ever before. One way is through the provision of quality, affordable, and accessible dependent (child and elder) care which will free women to do the best possible job for their employers. Other ways include improving women's participation in math and science based education; by improving women's technical training, and by providing good health care and pension benefits.

"Advancing women's opportunity for profitable employment" continues to be a goal. As a group American women have made enormous strides since the 1920's. During the last decade alone, women have found jobs in record numbers--thanks to our overall economic progress, low rates of inflation, and reduced unemployment. For many women, success has been logarithmic as they have moved into the professions, into executive positions and into middle management across every industry and in all sectors of the economy.

Important roadblocks to equal opportunity nonetheless remain. Our economic expansion has left certain groups of women behind. For women concentrated in traditional, sex-segregated female dominated jobs, opportunity has been at best measured and slow. All women should have the opportunity for training and education which lead to jobs at wages which enable them to be economically self-sufficient. Women in management positions and in the professions want more support and access to the top jobs and to directorships in their fields--and women look to the Women's Bureau for leadership.

There are only 10 short years remaining before the 21st century. The Bureau, through the Secretary of Labor and the Director of the Women's Bureau, must capitalize on women's key role in today's labor force to make our timely and ever relevant Congressional mandate not just a promise, but a reality, for all American women.

Debra R. Bowland

DEBRA R. BOWLAND
Acting Director

INTRODUCTION

As we approach the Year 2000, issues currently important to the Women's Bureau must be examined in terms of their relative importance in the future. At the same time, the issues, as well as their implications, will change as the characteristics of the work force continue to change. This will require continual identification, updating, and clarification as the strategies and/or policies to deal with such issues are developed. The Women's Bureau fiscal year 1990 Workplan is in alignment with Secretary Dole's agenda and the objectives of the Director of the Women's Bureau. In fiscal year 1990 the Bureau is focusing its attention on four major areas of concern: (1) work and family; (2) training; (3) affirmative action; and (4) health and safety. For those projects and activities that do not fall neatly in one of these four areas, we have added a fifth category under "other".

WORK AND FAMILY

INTRODUCTION: The impact of the dramatic changes taking place in the American work force are being felt in millions of work places and homes around the country. The conflicting and competing demands of work and family life are forging new coalitions among workers, employers and government to identify and resolve the myriad issues posed not only by the changing work force, but by the growing diversity of family lifestyles. Bridging employee needs with the employer's bottom-line objectives must continue to be a primary goal of the Women's Bureau. The well-known issues facing employers such as dependent care options, alternative work schedules, flexible benefits, leave options, and a variety of other services can improve productivity by meeting some important family and social needs.

INITIATIVES:

Policy:

Milestone: Child care, eldercare, and parental leave. Many bills on work and family issues are moving in Congress. The Bureau will take active part both in analyzing Congressional initiatives and in the development of DOL input into the Administration position on the bills and on any regulations if bills are enacted.

Milestone: Alternative work patterns. Part-time employment can be of assistance to working men and women seeking to balance the demands of work and family. On the other hand, part-time jobs often pay less than full-time jobs and offer fewer or lower levels of fringe benefits. The Congressional Caucus for Women's Issues has reintroduced legislation that would improve pension and health benefits for part-time and temporary workers. In

considering whether to recommend policy on this subject, the Women's Bureau plans to examine how other countries are dealing with the subject of fringe benefits for part-time employees.

Programs:

Milestone: The Work and Family Clearinghouse. Expand the existing child care data base to include eldercare and wage opportunities. The eldercare data are expected to be computerized during 1990, beginning in the first quarter.

Milestone: National Council of Jewish Women. Conduct a demonstration project that focuses on the effectiveness of the volunteer sector in encouraging employer support for child care. Activities include organizing conferences, seminars, focus groups and other projects concerned with employer support for work and family.

Milestone: National Governors Association. Develop a directory of State initiatives on work and family policies for State employees and an annotated listing of State legislation and regulations affecting all workers in the States.

Milestone: Labor Institute. Develop 15 in-depth profiles of union-initiated child care programs and an analytical paper on union policies on child care. The contractor will describe other family responsive union initiatives that emerge from the child care research.

Milestone: Bureau of National Affairs (BNA) Plus. Prepare a biweekly update of work and family issues with a current events file for use by the Women's Bureau to maintain the currency of the Work and Family Clearinghouse. Each update will include any new developments identified during the previous biweekly period.

Milestone: Work/Family Issues and Small Business: Making the Match (New England Cities). Hold a series of roundtables in key New England cities in collaboration with the New England Chamber Executives to present Workforce 2000 data and identify state of the art small business models for their review and possible adoption. Private/public partnership models will be especially important to showcase during the roundtables. A publication of replicable models will be developed from this project and presented to business leaders.

Milestone: Forum Series on Work/Family Issues for Employers (Southern Delaware). Continue the development and presentation of the Work/Family Roundtables by the University of Delaware and roundtable planners. Forum will address child care, eldercare and public policy issues related to dependent care.

Milestone: Corporate Roundtable on Work/Family Issues. Hold four quarterly meetings with corporations in an informal setting to address solutions to dependent care issues and share the "best practices" of model companies. This is a followup to the WB/NAB Conference, "Women and Workforce 2000: It's Not Just a Woman's Issue."

Milestone: Speakers Bureau on Dependent Care Assistance/Work Family (Ohio). Cosponsor a Speaker's Bureau that will provide Ohio employers with information on dependent care issues. Goals are to: (1) raise employers' awareness; (2) outline employers' options; and (3) explain benefits of each option to employers.

Milestone: Exploring Employer Supported Child Care (Iowa City, Iowa). Hold a symposium to provide employers in the Iowa City, Iowa, area with information and materials on how to assist employees with dependent care.

Milestone: Home: Future Work Place (Iowa or Missouri). Conduct half day conferences for organizations providing employment/ training services to women and for women who are considering a home-based work place. The goals will be to examine the areas of work place changes, and discover how work at home impacts quality of life, especially for elders, disabled workers, and mothers of small children.

Milestone: Realities: Meeting the Challenges (Colorado and Montana). Sponsor a series of 1-day conferences to increase employers' and employees' understanding of family/work place adjustments and to suggest alternatives for both employers and employees that may provide satisfactory solutions.

Milestone: King Counsty Washington Child Care/Resource and Referral (Washington). Provide an integrated child care resource and referral system county-wide which will be community based, cost efficient, accessible, and high quality.

Milestone: Education Model to Help Women Reduce Barriers to Nontraditional Occupations (Coos Bay, OR). Develop an 8-week program of counseling and behavior modification activities designed to enable participants to discard self-defeating behaviors and attitudes and replace them with effective behaviors as preparation for the exploration of and potential entry into nontraditional occupations.

Milestone: Displaced Homemakers Regional Conference (Idaho). Provide scholarships for Displaced Homemakers to attend Regional Conference.

Milestone: Doing Double Duty: Work and Elder Caregiving (Tucson, Arizona). Hold a conference for employers to address problems facing employees who are also caregivers to family elders, develop models for employer assistance to these employees and create an opportunity for employers to discuss procedures for developing such employee benefits and policies. Long-term goal is the adoption of policies and benefit packages by Tucson employers which address the multiple roles of women as employees and caregivers.

Research:

Milestone: Research on Child Care. Initiate research program in collaboration with ASP and ETA, to examine the effects of alternative types of employer-provided child care assistance on the productivity of workers.

Publications:

Milestone: Develop Fact Sheets.

--Women Who Maintain Families
--Child Care Legislation (when the new legislation passes)
--Family and Medical Leave (when/if new legislation passes)
--Family and Medical Leave Legislation by State

Other Publications.

--Work and Family Resource Kit (update and reprint)

TRAINING

INTRODUCTION: In fiscal year 1990, the Women's Bureau will continue to address the mismatch of women and job opportunities in the Year 2000. Opportunity will only knock for women with the appropriate skills and education demanded by employers. Training and retraining, career education, raising literacy levels, and preparation to move from welfare to work are essential tasks.

Particular attention will be given by the Women's Bureau to encourage women to raise their math and science levels through curriculum redesign, dissemination of successful model programs that focus on alleviating math anxiety, and demonstration that math opens doors in the work world. In the computer industry, for example, women work mainly in lower and mid-level positions, and are significantly underrepresented as systems engineers, computer designers, and in upper level management.

Training and retraining will be an issue not only for those women entering the work force for the first time but also for career employees in jobs which are becoming more sophisticated or may be replaced entirely due to technological change or job redesign.

Issues of particular concern to women in the area of training are access to training which leads to better paying jobs, more opportunities for on-the-job training, quality of training, the need for support services for trainees such as housing, transportation and child care. Other key issues include employer based training for women in nontraditional careers, and school programs which promote nontraditional careers.

INITIATIVES:

Policy:

Milestone: Legislation to amend JTPA and to reauthorize and reshape vocational education. Prepare a paper to serve as a resource document to support the Women's Bureau review and comment on draft regulations to implement forthcoming JTPA amendments. Women's need for access to training for better paying jobs and the special needs of displaced homemakers for support services will remain active concerns of the Bureau.

Milestone: Apprenticeship 2000/Structured Workbased Training. Cooperate with the Bureau of Apprenticeship and Training (BAT) in maximizing opportunities for women. The Bureau of Apprenticeship and Training will be developing an initiative to induce private industry to expand the level and quality of its training programs. The emphasis will be on fostering training programs which provide workers with skills that can be transferred to other industries and/or occupations.

1) developing new structured workbased training to incorporate traditional apprenticeship concepts but to apply to more industries, thereby giving women interested in a wider range of occupations greater access to this type of training and credentialing, and

2) strengthening the traditional apprenticeship program enabling the Women's Bureau to work at reexamining existing programs and devising ways of eliminating sex discrimination in apprenticeship.

Milestone: JOBS program of the Family Support Act of 1988. Primary action on this program is now moving to the States. While collaboration on national regulations is virtually complete, the Women's Bureau has interest in regulatory development in the States. For example, elements critical in determining the degree of self-sufficiency the client will achieve include: a) the quality of the child care component, b) the quality and length of training, c) transportation provisions for the trainee, and d) immediate and potential rates of pay for jobs attained. (A final report will be submitted by the end of FY 90.)

The Women's Bureau Regional Administrators will present an interim report to the National Office notable State models and include those programs which are not meeting client needs.

Milestone: Job Corps. Participate on the Job Corps National Task Force on Female Recruitment and Retention and provide technical assistance to the Job Corps program on women's employment and training issues including recruitment, quality training, supportive services, sexual harassment, etc.

Milestone: Women and Training Policy. Prepare a paper that reviews the current policy framework relevant to women's training and suggest policy changes, where appropriate, to broaden those opportunities. The review will include such issues as women's access to nontraditional job training and employment, access to basic and technical skills training in the work place, sexual harassment and policies governing the provision of support services in public job training programs. As skill requirements increase, women's access to government-sponsored and employer-provided training will play a greater role in improving their opportunities for employment and advancement.

Programs:

Milestone: Displaced Homemakers. Provide training and technical assistance on a range of issues to nearly 1,000 displaced homemakers (DH) local programs. Efforts during this fiscal year will continue the State initiative begun in 1989. Through this initiative, the Network will provide in-depth customized technical assistance to 1 State in each of the 10 Federal regions. The effort is expected to provide in-depth help to 200 local program providers as well as ongoing technical assistance as requested from other programs.

Milestone: National Congress of Neighborhood Women Initiative (New York). Establish a network of female, low-income community leaders with community development agencies for the purposes of organizational development and exchange of technical assistance with respect to employment and related social issues.

Milestone: Women, Math and Science: How Are We Doing? Where are We Going? (New England). Cosponsor a 2-day conference with a private high technology company and Wellesley College whose objectives are to: (1) examine the current rate of female participation in math and science from high school through undergraduate school; (2) identify Department of Education strategies to attract teenage women into the sciences; (3) present models of unique partnerships between high technology companies and local school systems; (4) examine the factors explaining the shortage of math and science teachers; and (5) assess the educational background required for future occupations in professional/ technical fields.

Milestone: Yankee Swap Conference: Region-wide Training (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont). Design two or three workshops on training issues: work/family, health occupations, and unique applications of JTPA funds, such as entrepreneurship training programs for low income women.

Milestone: Update: Looking at Employment Trends for the 90's (Boston, Massachusetts). Hold bi-monthly programs to showcase state of the art employment trends affecting managerial women, women business owners, and women in nontraditional occupations. Education, training, growing industries, affirmative action and salary issues will be included in each program.

Milestone: Insuring a Competitive Edge in the Meadowlands: Women A Valuable Resource (New Jersey). Hold a conference for northern New Jersey employers on how to utilize women successfully to meet critical labor shortages. Issues to be addressed: current/projected State and regional economic outlook; local demographic realities concerning working women; and implications for human resource training and retraining. Conference will include employers who will articulate their vision of how to succeed in the year 2000 with an available work force that is becoming increasingly female.

Milestone: "Introduction to the World of Work and Social Skills for Disabled Women" (Phila). Conduct a series of workshops for disabled women emphasizing job seeking skills, problem solving and negotiating skills in the work place.

Milestone: Fort Valley State College Career Awareness/Work Program (Georgia). Conduct a career awareness and job readiness back-to-work program for 100 women from eight rural counties in Georgia. The purpose is to identify, recruit, train and assist in the placement of unemployed and underemployed persons.

Milestone: Middle School Career Awareness Workshop (Florida). Hold a 2-day seminar in a rural Florida county for area 8th grade girls, their parents, teachers, counselors, and administrators to make them aware of equity issues in the workplace. Specifically, participants will receive information regarding the wide range of career options, especially in the high-wage, non-traditional arena. Participants will include low income teen mothers, many of whom attend the State's alternative schools.

Milestone: Support Groups for Women Coal Miners (Illinois). Support national training conference and development of three support groups for women employed as coal miners in Southern Illinois.

Milestone: Retraining for Women Coal Miners (Alabama, Kentucky, Tennessee). Provide a two-phase program for retraining women coal miners. Phase I. will include a meeting with the Coal Miners' Support Groups in the three States to identify the issues relevant to unemployed women coal miners (i.e. discrimination, harassment, excessive lay-offs, and working women/working families issues such as child care, shift work and parental leave). Phase II. will consist of a training workshop on alternative job development to be conducted at the National Women Coal Miners' Conference scheduled for June 22-24, 1990 in southwest Virginia. The workshop will explore alternative opportunities including the current job market, opportunities for self-employment and establishing cooperatives.

Milestone: Workforce 2000: Count Older Workers In (Kansas City, MO). Hold a 2-day conference in Kansas City, Missouri, to offer service providers a series of workshops on recruitment, job search and replacement strategies, training opportunities, legislative developments in older workers programs and other aging issues. The Women's Bureau will cosponsor with ETA, and the Iowa, Kansas, Missouri and Nebraska State Departments on Aging; AARP; and Mid-American Congress on Aging.

Milestone: Consider the Leap (Kansas City, Missouri). Design a noncredit 6-week course--one of a trilogy of women's programs sponsored by Avila College's Continuing Education Department and the Women's Bureau for women re-entering the work force, recent graduates, and those considering a career move. Instructors and career counselors will lead participants through exercises intended to sharpen skills, set career goals, and assess job opportunities.

Milestone: Older Women's Conference (Kansas and Missouri). Hold a conference for young, mid-life, and older women to explore the issues impacting older women in the work force. The program will include: information on issues such as balancing work and family; employment opportunities and barriers to employment, networking; linkages, and intergenerational interaction.

Milestone: Women's Employment and Training Resource Consortium (Kansas and Missouri). Conduct bimonthly meetings with service providers and members of the Consortium who provide employment and training information to women in the Kansas City area. The meetings will provide a forum to discuss new legislation impacting the status and employability of wage-earning women and provide information on community resources and resources for training and retraining.

Milestone: Regional Constituency Meeting - Women's Bureau and Displaced Homemakers Network (Omaha, Nebraska). Convene a regional conference for the constituencies of Region VII and the Displaced Homemakers Network to provide an opportunity for program operators to obtain up-to-date information on new legislation and policies affecting the status and employability of wage-earning women and provide the Women's Bureau an opportunity to further identify issues impacting women in Region VII.

Milestone: Computer Literacy: Immigrant Women (Iowa). Increase the employability of at least 10 immigrant women in Iowa by providing training sessions offering hands-on experience with computers and printers on overcoming computer anxiety in order to increase employability.

Milestone: Images for Black High School Age Female Students (Kansas). Convene a series of training workshops for teachers/counselors and workshops for high school aged Black women in the State of Kansas to increase a sense of cultural pride and self-esteem with special outreach for "at risk" youth, thereby impacting their career choices and their decisions to stay in school.

Milestone: Leadership Development for Hispanic Youth (Kansas and Missouri). Provide an opportunity for Hispanic youth in Kansas and Missouri to interact with community leaders to learn the importance of developing leadership skills and changes that can be effected through assuming leadership roles.

Milestone: Options and Opportunities (Kansas and Missouri). Provide an opportunity for skills assessment and career explorations for young women in high schools in the Greater Kansas City area--identify skills and abilities, identify careers, obtain information on the training and skills required for their identified career area of interest.

Milestone: Increasing Employability Skills of Hispanic Youth (Kansas). Conduct a series of workshops to enable Hispanic young women to explore career options and to be more competitive in the transition from school to the world of work.

Milestone: Women of Color Entering and Advancing in the Workplace. (Kansas, Missouri and Nebraska). Convene four conferences for women of color to explore career opportunities and advancement strategies, networking and linkages, and to address the specific and unique issues of women of color.

Milestone: Regional Conference with Regions VII and VIII Commissions on the Status of Women and Women's Bureau staff. Convene a regional conference to provide up-to-date information on new legislation and policies affecting the status and employability of wage-earning women in Regions VII and VIII, and explore methods of coordination and collaboration.

Milestone: Expanding Your Horizons in Science and Mathematics (Mississippi). Provide a 1-day seminar detailing the value of nontraditional careers where mathematics and science backgrounds are necessary through a series of workshops presented by women role models. The participants will be girls, aged 12-15, who are currently participating in the Crescent Sisters Teen Council of Mississippi, Inc.

Milestone: Displaced Homemakers Network (DHN) Regional Conference (Minneapolis). Support DHN 11th Annual Regional Conference.

Milestone: Awareness Scholarships (Ohio). Provide awareness scholarships for low-income young women to attend Regional Minority Women's Networking Conference.

Milestone: Trades Fair (Illinois, Minnesota). Support annual Trades Fair.

Milestone: Women's Housing Initiative (Dallas, Texas). Provide start-up funds for a project that will demonstrate a comprehensive approach to providing affordable housing and job opportunities for women who maintain families. The proposed program includes training, employment and housing development, coordinated with child care training and economic development.

Milestone: New Era of Opportunity (Kansas City, Missouri). Convene a conference to foster an awareness of careers in health care and to encourage people to enter the health care professions/industry. The conference will provide information on growth in the health care industry and in specific occupational areas. Information also will be provided on long-term care, home health care and acute care. In addition, the project provides an

opportunity for one-on-one visits with resource agencies (e.g. employers, schools and others).

Milestone: Careers Utilizing Computer Technology (Location undecided). Develop a slide presentation depicting various careers utilizing computer skills, particularly higher paying, more technical careers that require higher levels of math. The slide presentation will be used to inform women about career opportunities in the technology fields during workshops and small group sessions.

Milestone: A Window of Opportunity for Older Women (Nebraska). Convene a conference to foster awareness of the implications of Workforce 2000 and the "window of opportunity" available for older women to continue to participate in the work force. Information on employment opportunities and resources will be presented and will include resources to acquire additional training.

Milestone: Educating Black Youth: Public Policy Perspectives (Kansas). Provide financial assistance and support for the 5th Annual Black Leadership Symposium to provide Black students, in grades 11 and 12, an opportunity to examine the critical issues of concern to Black youth and to focus on public policy issues such as education, economic development, and health. The symposium will also provide students with the opportunity to dialogue with minority leaders in government, business, education, and research.

Milestone: High School Women: Science and Math in Preparation for Jobs in the 21st Century (Omaha, Nebraska). Involves: (1) a survey of targeted high school districts to determine the rate of participation by female students in math and science courses (2) interviews with school staff from districts with both high and low enrollments of girls in math and science courses to ascertain the reasons for the respective enrollment levels, and (3) design and implement appropriate symposia for high school girls, their parents and school staffs. Develop other activities to foster interest and motivation among young females who traditionally get little encouragement to prepare for work in scientific or technical fields.

Milestone: Training Program For Native Americans (Santa Fe, New Mexico). Work with the College of Santa Fe, the Institute of American Indian Arts and the New Mexico Governor's Commission on the Status of Women to develop a training program for Native Americans. The program will help this target group deal with basic skills and an art therapy program whereby women can utilize art skills as a healing source and become self-sufficient. This program will address issues of health problems, sexual abuse, incest, domestic violence, entrepreneurship, and marketing.

Milestone: Changing Roles/Changing Goals (Texas). Texas Governor's Commission on the Status of Women will develop and conduct a statewide conference to provide information and resources that can be utilized by women in local areas to implement and/or enhance service to women in need with emphasis on training/ retraining, education and additional support services.

Milestone: Learning Math and Science - Pathway Through 21st Century (Wyoming and Colorado). Conduct a 1-day conference to provide open discussions between presenters, teachers, parents and students on models developed for easier learning of math and science.

Milestone: Women in Leadership: Rising to the Challenge (Hawaii). Convene a conference to promote skills necessary for upward mobility for Hawaii's women in both the private and public sector. The program will include: self-assessment goal setting; education and training; where can I go from here?; nonworking traditional jobs; climate of the work place; challenge to the working mother; over 40, who's counting?; and "balancing home and career" role models. This kind of training has not been previously provided to women in Hawaii.

Milestone: Displaced Homemakers' Regional Conference (Honolulu, Hawaii). Conduct a conference to complete State host rotations designed to develop networks within each State and enhance displaced homemaker representation. Hawaii's emphasis is to build bridges between diverse agencies and groups to better serve the reentry woman.

Milestone: Residential Initiatives for Single Parents (Spokane, Washington. Develop a project to assist women who are struggling to get off welfare. Twenty women will be housed in temporary homes along with their children. The women will take courses at a community college and the children will go to Head Start.

Milestone: Minority Female Leadership Conference (Anchorage, Alaska). Conduct a 2-day leadership conference for minority females in grades 9 through 12. The conference will address the special needs of minority females and focus on developing leadership skills, choice making skills, and ethnic pride. Conference will be designed to increase awareness of employment and career opportu-nities.

Milestone: Displaced Homemakers Network (OK). Conduct the annual regional conference on issues affecting displaced homemakers and displaced homemakers program providers. Theme for 1990 Conference: "Solutions for the 90's--Investing in People."

Publications:

Milestone: Develop Fact Sheets.

--Women in the Skilled Trades
--Apprenticeship and Nontraditional Jobs

AFFIRMATIVE ACTION (MANAGING DIVERSITY)

INTRODUCTION: As the numbers of women, minorities, and immigrants in the work force continue to increase, managers must design and implement human resource systems which take into account the multicultural environments of their work places in order to maximize productivity from workers whose backgrounds, behavior patterns, and values may differ significantly. The ability to understand such differences and to manage various ethnic, gender and racial differences effectively may ultimately determine business success. Research, particularly in regard to the status of minority and immigrant women, should be a priority.

Major issues the Women's Bureau will address in fiscal year 1990 are: greater integration into all levels of the work force of women who lack opportunity because of sex, race, age, disability or pregnancy; occupational segregation at all levels; and the constraints of the "glass ceiling" for women professionals and executives.

INITIATIVES:

Policy:

Milestone: Joint OFCCP/Women's Bureau Initiatives. Among the initiatives identified by the Director of the Office of Federal Contract Compliance Programs (OFCCP) are several of great interest to the Women's Bureau, such as corporate women and the "glass ceiling," women in nontraditional occupations, and other affirmative action programs. The Women's Bureau will work closely with OFCCP in the development and implementation of these initiatives.

Milestone: Sexual Harassment/Nontraditional Jobs. The Women's Bureau, with its long-term efforts to help women prepare for non-traditional jobs, is a natural ally of the Department's task force on strengthening compliance in affirmative action for women in construction and aerospace. WB Regional Administrators who work most closely with projects to help women enter jobs held predominantly by men have found need for stronger enforcement mechanisms against sexual harassment. RA's will provide input on policy from experience will cooperate with OFCCP staff in the field on this issue.

Programs:

Milestone: Women in Highway Construction. Collaborate with the Federal Highway Administration and the Employment and Training Administration on a program to increase the number of women in skilled and semi-skilled jobs in the highway construction industry.

Milestone: Company Based Management Networks and Associations: Their Influence on Female Corporate Mobility (Massachusetts, Connecticut, Maine, New Hampshire, Rhode Island and Vermont). Conduct research and hold a symposium to identify which industries in Region I and which companies have professional associations. Examine their structures and membership activities to determine their influence on corporate cultural attitudes and promotional opportujnities. Project will be a collaborative effort with OFCCP.

Milestone: Minority Undergraduate Research Symposium (Georgia). Morehouse College will coordinate three days of activities designed to expose minority students from elementary, secondary, undergraduate, and graduate schools to world-renowned experts in the field of science. Students will display the results of bio-medical research projects they've conducted throughout the year. The objective is to expose, motivate, and stimulate students to pursue careers in science and technology.

Milestone: Women In Trades (Chicago). Set up a National Tradeswomen Network to provide technical assistance, national representational activities, and develop a public media campaign to promote women in the trades. In addition, the Women's Bureau is now preparing a Directory of Nontraditional Training/ Employment Programs.

Milestone: Employability of Black Women in Virginia: A Closer Look at Barriers (Virginia). Hold a forum to explore the economic conditions of Black women in Virginia. Will examine obstacles to economic self-sufficiency and solutions applicable to Virginia.

Milestone: Women Managers: Catalyst for Economic Change - University of Virginia (Richmond, VA). Convene a seminar on Women Managers.

Milestone: PROBE (Math). Hold a conference to address strategies which encourage girls to enroll in math classes.

Milestone: Sex Equity Network at the County Level (Virginia and Maryland). Initiate a network to keep local educators and program providers informed about equity models and initiatives in each State.

Milestone: Preapprenticeship (Pennsylvania). Work with the Tradeswomen of Philadelphia to implement preapprenticeship training for women.

Milestone: Women Veterans (Pennsylvania, Maryland, Virginia and Washington, DC). Provide career development/separation kits to women veterans to assist in their transition from military to civilian life.

Milestone: Family Support Act Workshop (Pennsylvania, Maryland and DC). Nine workshops presented for welfare case managers who provide counseling to participants in Family Support Act job opportunities and skills training program.

Milestone: Women Advancing into the Work Force of the 21st Century: A Conference (Pascagoula, Miss). Hold the eighth in a series of conferences that started in 1981 focusing on women's employment issues and what the future holds for them. Women managers will learn more about managing other women and minority workers.

Milestone: Leadership Development Conference for Hispanic Women (Chicago). Replicate a successful Region VI initiative used for Native American Women. It will create an awareness of employment and training needs for the work place of the 21st Century and provide a forum for networking and sharing common and unique experiences.

Milestone: Women's Employment Forum (Chicago, Milwaukee and Cleveland). Continued support of Women's Employment Forum.

Milestone: Black Women's Conference (Arkansas). Direct a conference to create strategies for overcoming barriers to women's advancement, empowerment, and self-determination; establish a network with other women of color, create a support group, and build leadership skills.

Milestone: Regional Summit Meeting (Region VII - Kansas, Iowa, Missouri and Nebraska). Convene a summit meeting to address women's employment concerns and how to bring about greater collaboration, communication, and cooperation among policy makers, service delivery agencies and consumers. The meeting will also provide a forum for key representatives of education, employment and training, social rehabilitation, Commissions on the Status of Women and other women's organizations to provide their perspectives on the Women's Bureau and their expectations of both the Regional and National Offices of the Bureau.

Milestone: Women's Equality Day (Kansas and Missouri). Convene a 1-day celebration of Women's Equality Day for Federal employees in the greater Kansas City area. The event will focus attention on the issues facing women today, the need for enhanced work place skills, and the employment opportunities available for women. It will also provide a forum for networking and coalition building.

Milestone: Workforce 2000; Integrating Immigrants and Minorities into the Workforce/Managing a Diverse Workforce (Iowa). Present a symposium for employers in a target area that has a concentration of immigrants and minorities to provide a forum for informational materials on race-ethnic groups and dialogue on ways to successfully manage diversity.

Milestone: Tradeswomen Linkage (Region VII - Iowa, Kansas, Missouri and Nebraska). Convene groups of women in the trades in each state in the Region to enhance linkage, coordination and support for women in the trades and to organize a forum for addressing common concerns.

Milestone: Women and Corporate Governance: The Glass Ceiling Reality (Missouri). Plan a program to provide women in lower and mid-management positions an opportunity for dialogue about higher level management positions. The program will also provide occupational outlook information for women interested in managerial positions.

Milestone: Building Trades Contractors Seminar (Kansas and Missouri). Conduct a one-half day seminar for Building Trades Contractors in the greater Kansas City area to address the availability of women as workers in the skills crafts, in apprenticeships, and in nontraditional occupations within the building trades.

Milestone: The Dynamism of Cultural Diversity in the Work force (Utah, Wyoming and South Dakota). Hold a series of 1-day conferences with private contractors and government agencies about managing a culturally diverse work force by the year 2000. The goal is to prepare for the changing work force which will consist increasingly of women and minorities.

Milestone: Women's Heritage Conference (Kansas and Missouri). Hold a two-day conference to celebrate Women's History Month and to address Workforce 2000 implications and to provide participants with information on employment opportunities and resources, including training and retraining.

Milestone: Women's History Month Seminar (Kansas City, Missouri). Hold a 1-day seminar to commemorate Women's Month.

Milestone: Increasing Job Options for Women (Idaho Falls, ID). Convene a 1-day conference to provide information about non-traditional jobs for women; provide an opportunity for employers and union representatives to recruit women for nontraditional jobs; increase publicity about women in the trades and nontraditional employment; and provide education and outreach to school age women.

Milestone: Women in Nontraditional Employment: "Women and Work-Breaking the Barriers" (Arkansas). Implement a project to prepare and place women in nontraditional jobs by providing intensive preparatory training in classroom, on-the-job, apprenticeships, and other settings.

Research:

Milestone: Careers of Female Executives: The Obstacle Course to the Top. The Women's Bureau has contracted with the University of Kentucky to study career mobility of female executives in a variety of industrial, service and government organizations. The primary focus of the research is the mobility patterns within and across organizational boundaries for these executives. Critical factors will be investigated, including the broad issues of sex role socialization, internal career paths and tracking for women in management, interpersonal processes and individual career vs. family decisions. Although this research initiative cuts across many issue areas, it is placed under affirmative action because it will go beyond affirmative action programs to examine the more subtle individual and organizational processes that potentially limit or promote the career advancement of women.

Milestone: Managing Diversity: Model Programs for Successful Recruitment and Retention (Southern New England Area). Research the restaurant, hotel and retail industries in selected New England cities to identify unique and successful programs that attract and maintain a stable, skilled work force.

Publications:

Milestone: Fact Sheets:

--Women of Hispanic Origin in the Labor Force (in Spanish)
--Hispanic Women Business Owners
--Black Women Business Owners
--Asian Women Business Owners
--American Indian/Alaska Native Women Business Owners
--Black Women in the Labor Force
--Earnings Difference Between Women and Men
--Disabled Women in the Work Force

SAFETY AND HEALTH

INTRODUCTION: The emergence of technological innovations in telecommunications, computer science and the information fields where women have increased their numbers have created new health and safety concerns. The Bureau's concern about the impact of automation on clerical workers, particularly with respect to video display terminals and ergonomic problems has already provided the impetus for numerous research studies. Other concerns are being identified by health care professionals, computer related occupations, pharmaceutical companies, food service industries, and care giving professions--all of which have substantial numbers of women workers. The Bureau should conduct research in these areas, and develop systematic ties with the policy staff of OSHA to direct attention to women's legitimate concerns about these issues.

INITIATIVES:

Policy:

Among the many regulatory actions OSHA is undertaking this year, the Bureau has found these to be of special interest to women workers:

Milestone: Repetitive Motion Disorders. OSHA has become increasingly concerned about the serious nature and magnitude of work induced muscular-skeletal disorders, especially in the meat packing industry. OSHA is developing management guidelines for the meat cutting industry.

Both Congressional testimony and an examination of workers' compensation claims in Ohio have shown high rates of claim activity for cumulative trauma disorders for women of all ages. The Women's Bureau will review and may comment on the OSHA draft ergonomic management guidelines for the meat cutting industry, and is also prepared to take part in the development of background information.

Milestone: Personal Protective Equipment. Over time, information has come to the attention of the Women's Bureau that some women workers have had problems obtaining personal protective equipment that takes into account male-female differences in body sizes and structure. The Women's Bureau will review the responses to OSHA's August 16, 1989, proposal to revise its existing personal protective equipment standards (eye, face, head, and foot protection) in order to identify any comments dealing with the standard's adequacy in ensuring the proper fit of the equipment with regard to women.

Milestone: Health Risk From Occupational Exposure to Blood. Because of the high percentage of women among health care workers, the Women's Bureau has monitored hearings on occupational exposure to blood borne pathogens. The Bureau is prepared to participate in the remaining stages of OSHA's; preparation of a standard.

Milestone: Video Display Terminals. Operators of video display terminals have complained about visual disturbances, muscular problems, and emotional difficulties. They have also expressed concern about whether working at a VDT exposes them to possible reproductive hazards.

The Women's Bureau is preparing a background paper on health effects and concerns related to VDT use to identify current knowledge and propose Women's Bureau policy and/or program approaches to these situations.

Milestone: Reproductive Hazards. Because a majority of U.S. women are now in the paid labor force and because they will constitute such a large part of new entrants to the U.S. labor force between now and the year 2000, the relationships between work and reproductive health is of great importance to individuals, families and American society.

One problem in certain work environments is reconciling the need for protection from reproductive hazards with the goal of equal employment opportunity. Some employers have adopted policies or practices which exclude women of childbearing age and pregnant women from jobs involving potential exposure to certain toxic substances. The Women's Bureau will prepare a background paper on reproductive hazards to identify current knowledge and to determine whether any Women's Bureau policy and/or program approaches are needed on this subject.

Milestone: Women in Sweatshops. A recent GAO report pointed to the proliferation of sweatshops in the United States and examined Federal, State and local efforts to regulate them (GAO/HRD-88-130BR). For purposes of the study GAO defined a sweatshop as a business that regularly violates both wage and/or child labor and safety and health laws. These sweatshops are found in traditional manufacturing industries ranging from clothing manufacturing to high-tech electronics. (The study examined conditions in small factories, restaurants, and tenement shops but excluded consideration of "homework".)

Women--especially minority and immigrant women--have historically comprised a disproportionate number of the "sweat" laborers. Their working conditions are by definition substandard: cramped, badly lit; the use of hazardous materials and equipment is compounded by stressful work quotas and low wages. In cooperation with DOL compliance staff, a Women's Bureau Regional Administrator

expects to begin to document sweatshops and seek options for DOL policy vis-a-vis sweatshop labor and women workers.

Milestone: Data Collection. The Women's Bureau will explore with ASP and BLS the availability and use of data to shed light on the health and safety of women at work. The data will be used in policy papers and future publications.

Programs:

Milestone: Immigrant Women In Health Care Occupations: Prevention of Exposures to Toxins and Diseases (Massachusetts and Connecticut). Seek to determine how health care workers, (aides, housekeepers, janitors, laundry workers, kitchen workers) are trained in language skills, equipment utilization, and patient care to minimize exposure to HIV and other communicable diseases and toxins. In collaboration with OSHA, this project will draw upon local resources via 4 to 5 half day meetings to identify significant problems and challenges to effective training. Model training programs will be identified and highlighted.

Milestone: Strategies and Resources for Improving Women's Workplace Health and Safety (New York). Hold a conference on a wide spectrum of health and safety issues which disproportionately affect occupations held by women. Conference planning based on interviews with OSHA and technical support personnel, and a focus group with women's health and safety advocate groups.

Milestone: Safety and Health in the Work place: Impact of Technology (New York and New Jersey). Convene 1-day seminars in two States to address work-related injuries, such as carpal tunnel syndrome, and health/safety issues that are emerging as a result of automation and technology.

Milestone: Disseminate Information on Safety and Health Issues (Regional - Iowa, Kansas, Missouri and Nebraska). Coordinate with OSHA to begin addressing safety and health issues and educating service providers and working women on work place hazards and protective measures. Workshops on these issues will be integrated into conferences and seminars.

Research:

(No funded research has been identified for FY 1990 on Safety and Health issues, however, in-house background papers are being developed in the areas of reproductive hazards and health effects and concerns related to VDTs.)

Publications: (No publications are planned for FY 1990 on Safety and Health issues.)

PROJECTS THAT CUT ACROSS MORE THAN ONE AREA OR FALL INTO OTHER ISSUE AREAS

INTRODUCTION: Many projects that are planned for FY 1990 cut across more than one of the four issue areas that have been identified above and some address areas outside of the these priorities. These topics include women in growth industries, women and jobs in a Year 2000 Workforce, women in the international economy, women entrepreneurs, and groups of women with special needs.

Programs:

Training, Affirmative Action, Work and Family

Milestone: The New York City YWCA 89 Salute to Women Achievers (New York). Senator Robert Dole, on behalf of Secretary Dole, will give the keynote to a gathering of 1,500 people honoring the Academy of Women's Achievers.

Milestone: Long Island Women's Employment Forum - A Women's Bureau Coalition (New York). A forum to discuss the work force status of female youth and women in Long Island. Discussion will identify barriers, provide information and guidance, develop strategies for change and advocacy. Subjects under consideration include issues of cost and benefits of contingent work, and local government hiring goals for women in construction. May include a tribute to employers who have implemented model programs in the areas of training, affirmative action, work/family support services, etc.

Work and Family; Training

Milestone: An Island-wide Symposium: La Mujer Trabajadora y Su Familia en Puerto Rico (San Juan, Puerto Rico). An island-wide seminar to define the issue of "work and family" as it specifically affects Puerto Rican families and employers (from the perspective of workers, unions, government, employers and women) and to make recommendations on types of assistance needed and future actions.

Milestone: Hunter College "Women and Work" Seminar Series (New York). Seminar series entitled: "Women, Work and Family: Tomorrow's Work Place Here Today," will include lectures by prominent scholars and advocates on work/family issues. Region II will co-fund the seminar series at Hunter College.

Milestone: League of Women Voters. Conduct a training conference to enable local Leagues to serve as catalysts to promote the development of model affordable, quality, school-age, community

and homebased child care programs in their communities. The League program will also produce an action guide, describing how communi-ties can initiate job projects and documenting the experience of eight model programs.

Training, Affirmative Action, Work and Family Safety and Health

Milestone: Keeping Current: Women's Employment Forum (New Jersey). Plan a seminar series, that will focus on major issues affecting working women: affirmative action; recruitment and upward mobility; health and safety issues for women in construction; industry/education cooperation; diversity in the work force; child/eldercare; education and training for year 2000 opportunities.

Milestone: Encouraging Girls Toward Math and Science Achievement: The Role of the Elementary School Teacher (New Jersey). Hold a 1-day seminar at Bergen Community College in northern New Jersey to inform elementary school teachers about girls underachievement in math, science and computers; and to discuss how this problem relates to labor force needs in the 21st Century, and how to prepare solutions to this problem.

Training, Affirmative Action

Milestone: Regional Tradeswomen's Network. Plan, organize and provide administrative and logistical support for a Region V network of tradeswomen, tradeswomen support groups, tradeswomen training programs, and advocacy organizations.

Milestone: Women's Employment Forum (Chicago; Milwaukee; Cleveland, Ohio). Develop and implement a series of women's employment forums, modeled after forums currently being held in Chicago and Milwaukee. To begin dialogue with local women's organizations on a variety of work place issues such as literacy, substance abuse, welfare reform (JOBS), safety and health, education equity, cultural diversity, glass ceiling, math/science trends, and nontraditional programs.

Milestone: Women in Non-Traditional Jobs in Aerospace and Construction (California). Hold a conference in Los Angeles County to address the needs of women in nontraditional jobs in aerospace and construction. It will include representatives of employers, women working in these industries, training and outreach groups.

Research:

Training, Affirmative Action, Work and Family

Milestone: Clerical Temporary Workers: Issues of Motivation, Skill Acquisition and Career Mobility (Pennsylvania, New Jersey and New York). This analysis will provide insight into the role temporary employment plays in the career patterns of working women.

OTHER

Policy:

Legislative Items

Milestone: The Economic Equity Act, a package of bills regularly prepared by the Congressional Caucus on Women's Issues was introduced on August 2, 1989. Major titles include employment, economic security, dependent care, and health care, for a total of 26 bills. Staff anticipate tracking the package, particularly titles on benefits for part-time employees, wage issues, and work and family issues.

Milestone: Women's Business Ownership. Women-owned businesses provide an important source of employment for the growing numbers of women entering the labor force. In addition, home-based business may often serve as a viable employment option for some women. Because of continued growth in business ownership by women, the continuing efforts of the Interagency Committee on Women's Business Enterprise, and Congressional attention to women-owned businesses, it would be appropriate for the Bureau to track development in this area.

The Women's Bureau will review and comment on proposed bills for their impact on women business owners.

The Women's Bureau can also continue to shape policy through the Director's membership on the Interagency Committee on Women's Business Enterprise and its continuing publication of information about the status of women business owners, preparing position papers and policy analyses where required.

Milestone: Veterans. VETS has proposed that DOL submit to Congress legislation enabling State Employment Security Agency Staff to work with active-duty military personnel (and members of the National Guard and Reserves) who request employment services as part of a joint DOL/Department of Defense transition project. According to VETS, a substantial number of individuals leaving the active service experience lengthy periods of unemployment during transition from active military life into the civilian work force.

Not only does this result in substantial cost in unemployment insurance payments, but it also unnecessarily delays the entry of frequently highly trained individuals into the civilian labor force. With the authority to serve active duty personnel as they near the end of their military obligation, using local veterans' outreach specialists, VETS cannot only assist individuals, but also provide occupational guidance and information enabling those who might otherwise return to a depressed area to choose instead to move to areas of greater opportunity. Since many women veterans have not been fully aware of the employment services available to them, such guidance while they are still on active duty may be especially helpful.

The Director of the Women's Bureau, through her role as a member of the Veterans Administration Advisory Committee on Women Veterans and through testimony before Congress, can participate in the develop-ment of legislation which has potential to help women veterans.

Milestone: Immigration. As a result of the Secretary's Order 6-89 which reaffirms the full participatory role of the Women's Bureaus, and calls for utilization of the Bureau's expertise in task forces and similar activities, the Bureau expects to serve on the DOL Immigration Task Force. Staffer will participate in meetings, discuss and review upcoming legislation. The Task Force is interested in long-term international competitiveness in order to educate and train U.S. workers to fill jobs needed in a highly competitive, information-based economy of the future.

Regulatory Items:

Milestone: Pension Portability and the Expansion of Pension Coverage. In her recent "Management by Objectives" submission to the Office of Management and Budget, Secretary Dole identified five major objectives as Secretary of Labor. Included was her goal of developing a sound and comprehensive pension policy which was divided into two components: (1) improving pension portability and benefit preservation for workers who change jobs and (2) encouraging businesses and workers to establish pension and retirement savings plans.

The Women's Bureau will be tracking the PWBA's proposals on this issue as it affects the working woman in the U.S. In the event of a working group being formed to focus on the broad issues of the long-term viability of the current system for meeting the needs of a changing work force and a growing elderly population, the WB will be represented.

Milestone: Substance Abuse in the Work Force. The Women's Bureau will support the Department's effort to address the serious problem of substance abuse in the workplace. The Bureau is targeting the effect of this national tragedy on working women and is expanding the sphere to include the abuse of prescription drugs which we believe may be of particular significance to women. We also plan to include the area of balancing work and family which can be dramatically undermined when substance abuse is involved.

The Women's Bureau is participating on the Department's Task Force on Substance Abuse in the Workplace. In this capacity, the Bureau is part of the Department's dialogue in developing programs and policies regarding substance abuse in the work place and will assure that women workers are part of that dialogue.

The Bureau will develop programs to address substance abuse in the workplace from both the regional and national prospective.

Milestone: Au Pair Program. Currently, the Au Pair Program is being reviewed. This is the "J" Visa for nonimmigrants entering the U.S. temporarily for the purpose of teaching, instructing, or training. The visa is administered by USIA. The Department of Labor is on record as being "concerned" about the program's "work component" because it has features related more to work than to an educational and cultural exchange program.

We will continue to watch the Au Pair program closely for possible integration into the goals of the Women's Bureau.

Milestone: International Policy Papers. The Women's Bureau repeatedly receives requests to prepare or review policy papers for use in meetings of international organizations such as the International Labor Organization (ILO), the Organization of American States (OAS), the UN Commission on the Status of Women, The Organization for Economic Cooperation and Development (OECD) and sub groups of any of these. The papers may include proposed international conventions, summaries of progress under a particular convention or action agenda, U.S. policy positions on specific issues, such as night work or pay equity. (See INTERNATIONAL ACTIVITIES section of this workplan for full description of international programs in which the Bureau participates.) Coordination is required not only with the Bureau of International Labor Affairs (ILAB) but with policy offices throughout the Department and government (e.g. State, EEOC, HHS) to assure consistency.

Programs:

Milestone: Workforce 2000 Cities Case Studies (Burlington, Vermont; Lawrence, Massachusetts; Hartford, Connecticut; Orange County, New York and Middlesex County, New Jersey). Conduct case studies in five metropolitan areas which are experiencing labor shortages. These case studies will provide detailed information on how both the private and public sectors are adjusting and what new issues are emerging as they deal with the problems associated with the changing work force.

Milestone: Substance Abuse: Its Impact on Women (Kansas City, Missouri). Sponsor a community forum for employers and service providers to address this issue. The forum will provide current national information, including statistical data on women and substance abuse by occupational categories, and identify national resources. A two-hour interactive workshop will discuss "Signs, Symptoms and Interventions."

Milestone: Workforce 2000: Expanding Career Choices and Opportunities for Black Women (Kansas and Missouri) Provide a forum specifically for black women in the Greater Kansas City area to explore career options and become better informed of the Workforce 2000 implications for black women in the labor force.

Milestone: Conference of the Commissions on Women (New England). Participate in the annual conference with the six New England Commissions on Women.

Research:

Milestone: Workforce 2000 and Beyond (National in Scope). Phased research project to elicit information and encourage research on new and emerging issues that are arising out of the current labor force status of women. Proposals will be solicited on a series of issues as we seek answers to a wide range of questions.

Milestone: Occupational Segregation Study. Examine the occupational patterns of women to determine to what extent occupational sex segregation exists and what impact it has on the economic status of women.

Publications:

Milestone: Fact Sheets:

--20 Facts On Women Workers (Update)
--Publications of the Women's Bureau (Update)
--Women in the Year 2000 (Update)

Milestone: Multi-Media Activities.

-Continuation of Clearinghouse Campaign
-70th Anniversary Program

Milestone: Publications.

-CHOICES Brochure (Update to include eldercare)
-Forward Looking Strategies (Update since Nairobi)
-Chart/Pictorial Book

INTERNATIONAL ACTIVITIES

INTRODUCTION: The Women's Bureau has had a substantial participatory role in international activities, and seeks in this fiscal year to enhance its contributions through improved coordination with a number of other agencies with international responsibilities both in and outside the Department.

INITIATIVES:

Milestone: ILAB Review Committee. The Women's Bureau will enhance its coordination within the Department through its regular participation on the Standing ILAB Program Review Committee.

Milestone: Nairobi World Conference on the Status of Women. The Women's Bureau will continue to take initiatives to followup on results of the Nairobi World Conference on the Status of Women with its constituents and within government. The Women's Bureau also will take steps to provide information to its constituency groups about its activities in this area. The major effort will be the publication of an assessment of U.S. women's status in relation to the Forward Looking Strategies developed at the 1985 World Conference in Nairobi.

Milestone: Organization of American States Commission on Women. The Women's Bureau will continue to support the efforts of the Organization of American States Commission on Women (OAS/CIM).

Milestone: Organization for Economic Development and Cooperation (OECD). Director will represent the United States on the Working Party on the Role of Women in the Economy and activities sponsored by the Working Party. Next meeting of the Working Party is scheduled for March 23-25, 1990.

Milestone: Briefing of International visitors. Continue briefing foreign visitors from many parts of the world.

Milestone: AID/WID. Participate with AID/WID as they expand their program to enhance women's labor force status worldwide.

Milestone: Fourth International Interdisciplinary Congress on Women (New York). Join Hunter College of the City University of New York and numerous colleges and organizations in the northeast at the Fourth International Interdisciplinary Congress on Women. The Congress agenda is designed to focus discussions around five key themes, each of which is aimed to synthesize both research and implementation: the Global Economy, Politics, Environment and Health, Violence and Militarism, and Ideology and Religion. The Women's Bureau will sponsor workshops: "Working Women and Government Policy," and "Women in Traditional and Nontraditional Occupations."

Conclusion

In summary, the Women's Bureau has been a national voice for working women since 1920. The various methods used to accomplish its goals are a measure of the Bureau's adaptability to the priorities and needs of changing times. In its early days the Bureau focused on investigations and generating field reports. Today, the Bureau is primarily an advocate representing working women's labor force policy interests and needs to audiences both in and out of government. The implementation of this workplan will assure the Bureau of a comprehensive effort to meet the labor market challenges of the 1990's.

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